

General Fund

UW-Extension

Mission/
Summary**Mission**

The mission of Waukesha County University of Wisconsin Extension is to deliver research-based information to improve the quality of life for families in the areas of family living, youth development, community resource development, agriculture, and horticulture. UW-Extension (UWEX) provides community based education for families, business, government, and organizations using non-traditional educational methods.

Financial Summary (a)	2004	2005 Adopted	2005	2006	Change From 2005 Adopted Budget	
	Actual	Budget	Estimate	Budget	\$	%
Personnel Costs (b)	\$181,617	\$177,821	\$184,644	\$156,439	(\$21,382)	-12.0%
Operating Expenses (b)	\$415,547	\$265,940	\$540,722	\$131,709	(\$134,231)	-50.5%
Interdept. Charges	\$67,293	\$52,727	\$50,777	\$34,613	(\$18,114)	-34.4%
Fixed Assets	\$0	\$0	\$0	\$0	\$0	N/A
Total Expenditures	\$664,457	\$496,488	\$776,143	\$322,761	(\$173,727)	-35.0%
General Government	\$348,591	\$179,500	\$452,165	\$34,000	(\$145,500)	-81.1%
Fine/Licenses	\$0	\$0	\$0	\$0	\$0	N/A
Charges for Services	\$4,843	\$2,757	\$3,408	\$3,913	\$1,156	41.9%
Interdepartmental	\$0	\$0	\$0	\$0	\$0	N/A
Other Revenue	\$15,281	\$100	\$221	\$20,717	\$20,617	20617.0%
Appr. Fund Balance	\$3,835	\$0	\$14,948	\$0	\$0	N/A
Total Revenues	\$372,550	\$182,357	\$470,742	\$58,630	(\$123,727)	-67.8%
Tax Levy	\$312,665	\$314,131	\$314,131	\$264,131	(\$50,000)	-15.9%
Exp. (Over) Under Rev. & Levy	\$20,758	-	\$8,730	-	-	-

Position Summary (FTE)

Regular Positions	3.50	3.50	3.50	3.00	(0.50)
Extra Help	0.50	0.43	0.50	0.11	(0.32)
Overtime	0.00	0.00	0.00	0.00	0.00
Total	4.00	3.93	4.00	3.11	(0.82)

Additional Human Res. (c)

State 133 Contract UW-EXT

Faculty & Academic Staff

funded by State/County/Grants

	6.50	6.50	5.75	5.75	(0.75)
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Other Grant Funded Contract Svc.	6.75	4.75	5.00	4.50	(0.25)
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Family Nutrition Prog. Grant-

Contracted Svc.

	8.60	8.60	7.85	7.85	(0.75)
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VISTA Volunteer	0.00	1.00	1.00	1.00	0.00
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Total (Non-County)	21.85	20.85	19.60	19.10	(1.75)
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(a) The reduction in County tax levy support of \$211,183 since 2002 including the 2006 reduction of \$50,000 represents a 44% reduction since 2002. In 2006, this reduction results in state reductions of university support to the County which consists of \$107,653 in Salaries & Benefits for a loss of 0.75 faculty FTE. In addition to the County's appropriation, the state and federal partners will provide approximately \$246,925 for 5.75 FTE for faculty positions, plus an estimated \$1,539,079 in support to Waukesha County Extension programs in 2006. Additionally, UWEX specialists have come to Waukesha County and provided almost 400 hours of direct education and consultation to participants in our educational programs at an estimated value of \$29,963. Also, an estimated 719 trained individuals have invested 46,300 volunteer hours valued at \$463,000 to Waukesha County through educational activities.

(b) The 2005 estimate includes 2004 year end carryover & purchase order encumbrances totaling \$2,755 and a carryover expenditure appropriation of \$320,635 related to grants approved by ordinance. This carryover was for grant funds related to Community Development Block Grant (CDBG) of \$100,508; Substance Abuse Mental Health Services Administration (SAMHSA) Violence Prevention grant funds of \$177,934; Roundy's grant of \$12,193; and Going Solo, \$30,000.

(c) Contract UW-Extension Faculty/Academic Staff includes faculty and educators with state UW-Extension appointments to Waukesha County but are included in the state extension budget. For 2006, the UW Extension faculty 5.75 FTE positions are funded by \$74,493 of County Tax levy or 17.9%; State funding of \$246,557 or 59.3%; and County awarded contracts and grant funds of \$95,066 or 22.8%. The 4.50 FTE Contracted Services reflect an estimate of the FTE Equivalency for staff who are funded 100% through County UW Extension grant awards and are not funded with County tax levy. Family Nutrition 7.85 FTE's are federally funded state positions that are not included within the County Budget. Also, the 2005 estimate and the 2006 budget includes a 1.00 FTE for a Volunteer in Service to America (VISTA) position whose stipend is paid directly by the Federal Government (Americorps).

Departmental Strategic Objectives

The completion of the Objectives listed below is dependent upon the receipt of grant funding (as indicated) and approval of the County Board, if grants are awarded to Waukesha County. For those objectives without grant funds identified, the objectives are to be accomplished with County tax levy funding.

Manage Resources with Fiscal Prudence

1. Utilize eCivis Grants Locator and other networks to secure grants and contracts totaling \$658,033 to supplement \$95,066 of the County governments 40% share (\$169,559) of the salaries of the 5.75 FTE UWEX faculty and staff and \$332,192 to support the salaries for the 7.85 FTE Nutrition Program Staff and \$230,775 to support the 4.50 FTE Community Educators in their efforts to provide educational programs addressing priority issues for families and businesses in Waukesha County. (Quarters 1-4, 2006)
2. Through a new collaboration with Waukesha County's Jail Transitional program, classes focusing on making healthy food choices, safe food handling practices and stretching the food dollar will be developed for 6-9 core clients. These core clients are habitual offenders and in the process of transitioning toward independent living in the community while struggling with health and mental health issues. This year long program, which is aimed at decreasing recidivism will be implemented as part of a team approach with Human Services, medical, main jail and Huber jail staff. (United States Department of Agriculture (USDA) Family Nutrition Program Grant Quarters 1-4, 2006)
3. Collaborate with Waukesha County Parks and Land Use Department and 26 municipalities to implement the public participation plan to meet the requirements of the state comprehensive planning law. (State Comprehensive Planning Grant and contract through Department of Parks & Land Use, Quarters 1-4, 2006)
4. In cooperation with the managers of Stonegate Apartments, Waukesha County Sheriffs Department, and the Village of Sussex plan and conduct a community program that will reduce the service calls to the Sheriffs Department by 33%. (County CDBG Grant, Quarters 1-4, 2006)
5. Develop a core mission, evaluate and prioritize programs with respect to that mission and related County services.
6. Study options to reduce Waukesha County Tax levy by consolidating UW Extension duties and services with neighboring County UW Extension departments.

Provide Comprehensive Customer Service

1. Utilize the results of the Westside Neighborhood strategic plan conducted in cooperation with residents, community members and leaders to develop and implement educational programs addressing the plans priority issues. (County and City CDBG Grant applied for, Quarters 1-4, 2006)
2. In cooperation with the Waukesha County Nutrition Coalition design and conduct an assessment of hunger and food insecurity in Waukesha County to measure family needs and modify community services. (USDA Family Nutrition Program Grant, Quarters 1-3, 2006)
3. Evaluate the Savor Wisconsin direct marketing website to measure its effectiveness in linking Waukesha County residents with local farm producers. (USDA Emerging Agriculture Markets and USDA Specialty Products Grants, Quarters 1 & 2, 2006)

Innovate and Seek Continuous Quality Improvement

1. Waukesha County 4-H volunteers and youth will improve organizational management by increasing leadership skills in 4H club management, fiscal accountability, and member and leader retention by utilizing the new tools and resources of the "Strengthening 4H Club Leadership" program. 25% of 4-H clubs will implement at least one new leadership practice. (Quarters 1 & 2, 2006)
2. Engage four apartment owners to actively participate in the neighborhood revitalization plan thereby improving landlord-tenant relations and increasing neighborhood stability. (County CDBG Grant applied for, Quarters 1-4, 2006)

Retain and Develop A High Quality Workforce

1. Design and complete a market analysis of the Phoenix Heights neighborhood in collaboration with local businesses, neighborhood leaders, and the UW-Madison Center for Community and Economic Development to identify business gaps and expand revitalization efforts. (County CDBG Grant applied for, Quarters 1 & 2, 2006)
2. As a result of lessons focusing on healthy food choices, at least 50% of Hispanic agriculture workers will increase fruits and vegetables in their diets. This education targeting a reduction of health risks and associated health care costs will be provided through a partnership with the Hispanic Community Health Resource Center and Oconomowoc Memorial Hospital. (USDA Family Nutrition Program Grant, Quarters 2 & 3, 2006)

Major Departmental Strategic Achievements from 7/01/04 to 6/30/05**Manage Resources With Fiscal Prudence**

1. Southeast Wisconsin Master Gardeners received over 36 hours of in-depth training by Waukesha and Milwaukee County UW-Extension Horticulturalists. In 2004 Waukesha volunteers donated over 7,750 hours of service, valued at \$77,500 (estimated at \$10 per hour) at demonstration gardens, youth and community education programs in the County. At the Eble Park demonstration garden, the trained master gardeners volunteered over 210 hours planting and maintaining the flowerbeds, vegetable garden, and herb garden saving the County over \$2,100 for the labor performed.
2. The UW Extension Nutrition Program provides leadership to the 30 member Waukesha County Nutrition Coalition. In collaboration with the Nutrition Coalition, and through the Food Recovery Program we partner with 78 businesses (a 15% increase from 2005) who donated 173,000 pounds of prepared foods to the program. The food donations are distributed to low-income clients through partnerships with 45 agencies throughout Waukesha County. (USDA Family Nutrition Program Grant)
3. In response to low resource farm businesses facing a high risk of business failure, UW Extension developed and presented a comprehensive program for small farm businesses to identify and address potential risks. Fifteen agriculturally based business owners attended the program at the 2005 FarmDirect Conference with all of the participants adopting new risk management techniques.
4. UW Extension in cooperation with Waukesha County Parks and Land Use Department and 26 Waukesha municipalities developed the largest grant application in the history of the Wisconsin Comprehensive Planning Program. We achieved success in receiving \$812,390, or 41% percent of the \$2 million in total state funds available.

Innovate and Seek Continuous Quality Improvement

1. In cooperation with Waukesha County UWEX Horticulture and Nutrition Education programs, 15 Hispanic teens in the LaTEENo Leadership Garden Program harvested 200 pounds of fresh vegetables. Over 25% of the produce was donated to the Waukesha Food Pantry with the remainder shared among the teens and their families. Through program evaluation all of the youth reported that the garden kept them off the streets and away from violent activities. (USDA Family Nutrition Program, Roundy's, and Substance Abuse Mental Health Administration (SAMHSA) Youth Violence Prevention Grants.)
2. Invasive plants invade natural areas choking out native plant species. If left unchecked these invasive plants would result in a loss of plant diversity leaving only a few plant species in our woodlands. In cooperation with the Village of Menomonee Falls and the friends of Kiln Park an invasive plant species removal project was initiated for Kiln Park in 2004. UW-Extension first provided education for the citizenry about invasive plants followed by a coordinated effort to remove the harmful plants. Three events involving over 100 community volunteers have occurred to remove buckthorn, honeysuckle and garlic mustard from three acres of the park. Other invasive species educational efforts have included the Village of Elm Grove and commercial grounds maintenance companies.
3. Even though Waukesha County is one of the richest Counties in the state, almost 12% of the population is low income. Health concerns due to obesity and rising health costs are formidable issues for all families, but a considerably greater challenge for the low-income family. In partnerships with over 60 local agencies, the UW Extension Nutrition Education Program taught a total of 14,408 low-income participants ways to make healthier food choices, increase physical activity, improve hand washing, practice safe food handling procedures and how to stretch their limited food dollar. (USDA Family Nutrition Program Grant)
4. The Nutrition Educators partner with Waukesha County Jail and Huber Facilities to provide weekly year around, day and evening classes for incarcerated inmates. The 156 classes totaled 234 hours of direct education reaching an estimated 1,560 inmate contacts. To address increasing health concerns due to obesity and raising health care costs, an emphasis is placed on making healthy food choices and increasing fruits and vegetables in the diet. At the beginning of the series of classes, many inmates report throwing away their fruits and vegetables received through their meal programs. At program entry 82.5% of inmates reported consuming no fruits and 44% reported not eating vegetables. At the end of the series a sample of 57 program graduates indicate significant positive behavior changes. Inmates reported a 17% increase in participants now eating fruits and a 16% increase in those consuming vegetables. The 600 inmate contacts in the Huber Jail Horticulture and Nutrition Education Garden Program harvested over 1,500 pounds of fresh produce, which was donated to the Waukesha Food Pantry. The Senior Corrections Counselor endorsed the program reporting that inmates at the Huber Jail facility represent less of a discipline problem upon returning inside the jail after their participation in the class. This allows Huber Jail staff to be more efficient at their job instead of spending extra time on disciplinary problems. (USDA Family Nutrition Program and Roundy's grants)
5. The three-year support of the federal 21st Century Community Learning Center Grant, which was completed in May 2004, provided a loyal school and community following for the Saratoga Elementary after

school program. Beginning in the fall 2004 school year, 119 volunteers and 15 community organizations invested an estimated 2,600 hours to the program valued at \$10/hour or \$26,000. The after school program offered a selection of 45 classes providing academic tutoring, homework help, life skills training, and enrichment classes to the 115 participating students. (County and City CDBG, USDA Family Nutrition Program, Roundy's, SAMHSA Youth Violence Prevention, and SBC Grants)

- a) A PGA golf pro used the game of golf to teach 40 youth team building, skill building and self-control. The youth received a set of golf clubs and were honored for their advancement and exemplary behavior. The program was funded by the PGA of Wisconsin with a value of \$10,000.
- b) An evaluation of the Police and Kids Program revealed that 80% (16) of the youth believed the program helped them become a better person. Another 80% (16) of the youth believed that what they learned would help them succeed in other places. Eight of the youth stated they are more respectful and view themselves as leaders and five of the youth indicated that they learned how to settle conflicts without fighting. 96 youth are involved in PAK. Four City of Waukesha Police Officers provided 360 hours to this project with a value of \$18,000.

Provide Comprehensive Customer Service

1. The UW-Extension Horticulture diagnostic phone service extends reliable horticultural information to Waukesha County residents. To meet the overwhelming demand of residents UWEX has doubled the capacity of our service by adding an additional line staffed by UW Extension trained Master Gardener Volunteers. We have also increased the number of volunteers who staff the lines from two to nine (450%). These volunteers contribute more than 850 hours a year to help provide this educational service, reaching 1,583 County residents in 2004. The value of the volunteer contributions is \$8,500 with a cost savings to the County of \$10,115 (850 hrs @ \$11.90 each). (USDA Horticulture Grant)
2. As part of the Federal Food Security Act, two UWEX Faculty are certified trainers of a nationally mandated program for youth, Pork Quality Assurance (PQA) and Meat Animal Quality Assurance (MAQA). This annual educational certification program was taught to 60 youth and accompanying parents. This new certification program, implemented in 2004, teaches youth, ages 8-18, principles and practices for producing safe, wholesome and nutritious pork and other meat for consumers. Youth must be certified in order to sell at the Waukesha County Fair Livestock Auction. In 2004 the sales generated \$108,550. Youth use the money to pay their livestock production expenses as well as financing their future education. 90% of youth reported they learned how to properly administer medications, determine withdrawal times prior to marketing and the importance of production record keeping.

Retain and Develop a High Quality Workforce

1. A one year post program evaluation was conducted with the three businesses that were started as a result of completing the 2004 Going Solo: Build a Family Business Pilot Program that was funded through a \$15,295 grant by SBC. The businesses reported ongoing success and had created a total of 4 full time positions. One of the businesses reported that they received a technology contract for consulting in Peru. The four jobs created translates into an investment cost of only \$3,823.75 per position (the \$15,295 grant divided by 4 = \$3,823.75 per position). Recently the Waukesha County Revolving Loan Fund Program reported business loans of \$500,000 to create 15 jobs at a cost of \$33,333.33 per job. (SBC)
2. In cooperation with the University of Wisconsin's Center for Integrated Agricultural Systems, the EcoApple project has been initiated in Southeast Wisconsin. This project works directly with apple growers to reduce pesticide use and utilization of less toxic chemicals. With this more environmentally sound approach to apple growing, growers will be able to market their apples under the EcoApple label, which signifies this is a premium product and commands a higher price point, making apple growing profitable in our area. (EPA Pesticide Eco-Apple Project)

Strengthening County Citizens, Families & Communities

Program Description

Extension educational programs apply the research and resources from the Wisconsin University System to strengthen Waukesha County citizens, families and communities. The programs are planned and implemented through developing partnerships with community organizations, building collaborations, and incorporating teamwork. Faculty and staff design and implement educational programs, conduct local research, train leaders and volunteers, and build networks for the benefits of the citizens in Waukesha County.

Education is provided to protect the environment, assist communities with growth and change, and increase agriculture and horticulture productivity and economic development. Waukesha County UW Extension also teaches programs to, build strong families, develop youth and adult leaders, improve nutrition and mental health, promote family and public safety, strengthen neighborhoods and provide opportunities for developing life skills and workforce development.

	2004 Actual	2005 Budget	2005 Estimate	2006 Budget	Budget Change
County Staffing (FTE)	4.00	3.93	4.00	3.11	(0.82)
Contract UW-EXT Faculty & Academic Staff funded by State/County/Grants	6.50	6.50	5.75	5.75	(0.75)
Personnel Costs	\$181,617	\$177,821	\$184,644	\$156,439	(\$21,382)
Operating Expenses	\$415,547	\$265,940	\$540,722	\$131,709	(\$134,231)
Interdept. Charges	\$67,293	\$52,727	\$50,777	\$34,613	(\$18,114)
Total Expenditures	\$664,457	\$496,488	\$776,143	\$322,761	(\$173,727)
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Charges for Services	\$4,843	\$2,757	\$3,408	\$3,913	\$1,156
Other Revenue	\$15,281	\$100	\$221	\$20,717	\$20,617
Appr. Fund Balance	\$3,835	\$0	\$14,948	\$0	\$0
Total Revenues	\$372,550	\$182,357	\$470,742	\$58,630	(\$123,727)
Tax Levy	\$312,665	\$314,131	\$314,131	\$264,131	(\$50,000)
Exp. (Over) Under Rev. & Levy	\$20,758	-	\$8,730	-	-

**Program Highlights**

The 2005 Adopted budget includes Community Development Block Grants (CDBG) totaling \$179,500, which are not included in the 2006 Proposed Budget. Also, the 2006 proposed budget does include a \$34,000 Comprehensive Planning Grant from Parks and Land Use and a \$15,000 Roundy's Farmers Market grant which were not included in 2005. 2006 CDBG funding has been applied for but has not yet been awarded by the time this budget was approved.

Overall Personnel Cost decrease primarily due to a \$20,600 reduction of a Clerk Typist position from 1.0 FTE to 0.50 FTE and temporary extra help is reduced 0.32 related to a reduction of 0.12 FTE of \$3,200 and a 0.20 FTE reduction of \$3,900 related to the CDBG grants offset by cost to continue the remaining 3.0 FTE.

Operating Expenses decrease by \$134,200 primarily due to a decrease of \$102,400 in contract services mainly as a result of the CDBG grants as explained above. Other operating expense line items: audio visual supplies, postage, communication equipment repair, Books, publications, subscriptions, memberships-dues, travel costs and outside printing have been reduced to from \$9,800 to \$0. Office supplies, office equipment repair and maintenance, mileage reimbursement, tuition and registration, promotion/PR supplies, and third party computer charges are reduced \$22,000 from \$34,200 to \$12,200.

Interdepartmental Expenses decrease primarily due to elimination of five telephone lines and removal of four computers. All other charges have been decreased by up to 45%. Computer maintenance and telephone charges also decreased due to the expectation that 2006 grants will fund at least \$5,000 in Computer Maintenance costs and \$2,000 in Telephone Charges.

Base budget revenues excluding grants increase by \$6,800 primarily due to UW Extension department request for the Family Nutrition Program (FNP) to pay \$5,600 for their computer maintenance costs beginning in 2006. The County paid for the computer maintenance and replacement costs in prior years which provided an in kind match for the FNP grant. The reduction of the County's in kind match of \$5,600 plus the payment to the County of another \$5,600 results in a net loss of \$11,200 to the Family Nutrition Program grant.

Performance Measure Description

1. The department's goal is to increase donations as needed to reduce poverty, which is currently estimated at 11% of the County's low to moderate-income population and to increase total pounds of produce harvested for the Garden Gleaning Program.
2. The department's goal is to provide 780 Jail inmates with nutrition education to use in the development of their personal budget plan.

**Performance Measures**

1. Pounds of produce harvested for the Garden Gleaning (Harvest for the Hungry) program.(a)
2. Jail inmates (est of 1,560 participants) will participate in nutrition education programs and will develop a personal budget plan.

2004 Actual	2005 Budget	2005 Estimate	2006 Budget	Budget Change
35,017 lbs	25,000 lbs	25,000 lbs	27,500 lbs	2,500 lbs

N/A N/A N/A 50% N/A

(a) The amount of produce available is dependent upon growing conditions and the amount of donations from the farmers and consumers.

**Activity**

Educational Program Participants
Trained Volunteer Leaders
Volunteer Hours Invested
Dollar Value of Volunteer Hours

2004 Actual	2005 Budget	2005 Estimate	2006 Budget	Budget Change
41,253	45,850	40,458	38,220	(7,630)
819	690	719	725	35
61,936	44,200	46,303	48,573	4,373
\$619,360	\$442,000	\$463,030	\$485,730	\$43,730

Grants Received	Funding Source	Fund Admin.	Amounts Awarded in 2004	Amounts Awarded in 2005	Amounts Awarded for 2006
SAMHSA (Youth Violence Prevention Grant)	US Dept of H&HS	County	\$189,299	\$177,934 ¹	
Roundy's Farm ers Market/Gleaning	Roundys	County	\$15,000		\$15,000
Parks and Land Use/State of Wisconsin Comprehensive Planning Grant assistance	State of Wis	County		\$66,000	\$34,000
CDBG West-Side Neighborhood Revitalization Strategy Area (City-\$30,000) (County-\$10,000)	CDBG	County		\$40,000	Pending
CDBG Neighborhood Beautification Project	CDBG	County		\$20,000	Pending
CDBG Haertel Field Revitalization	CDBG	County	\$59,000	\$56,000	Pending
CDBG Phoenix Heights Revitalization	CDBG	County	\$59,000	\$56,000	Pending
Going Solo (Entrepreneurial education to low-income and Hispanic population)	Greater Milwaukee Foundation	County	\$30,000	\$0	
USDA Grants/Horticulture Diagnostics	USDA	UWEX	\$28,590		
USDA Grants/Pesticide Applicator Training CD	USDA	UWEX	\$14,500		
USDA Grants/Horticulture Diagnostics, Greenhouse Construction Training and Horticulture Education to Low-Income Families	USDA	County	\$14,250	\$58,468	Pending
CSBG Grant/Huber Garden/Farmers Market	CSBG	County	\$10,000	\$4,000	Pending
CDBG Non-Profit Leadership	CDBG	County	\$10,000		
CDBG Sussex Community Development	CDBG	County	\$6,000	\$5,000	
CDBG Neighborhood Revitalization Strategy Area (NRSA) Review for West Side Neighborhood	CDBG	County	\$4,000		
CDBG Grant/Farmers Market-Gleaning	CDBG	County	\$3,000	\$2,500	Pending
Parks & Land Use Grant Application Assistance for Comprehensive Planning	State of Wis	County	\$2,500		
CDBG Youth Scholarship Grant Administration	CDBG	County	\$1,000		
Subtotal County Administered grants			\$446,139	\$485,902	\$49,000
Subtotal State/Nonprofits/Other Administered grants	Various		\$485,771	\$451,201	\$0
TOTALS			\$931,910	\$937,103	\$49,000

¹ A SAMHSA grant funding carryover request of \$177,934 to 2005 has been approved by the Federal government.